



## **PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, July 8, 2019 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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**PRESENT:** Kevin Kuehn, Erik Hoyer, Bernie Erickson, Sandy Juno, Paul Ballard, Alex Renard, and Kramer Rock  
**ALSO PRESENT:** Kasha Huntowski, Kevin Cullen, Louise Pfothenhauer, and Beth Lemke  
**EXCUSED:** N/A

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### **CALL MEETING TO ORDER**

1. Chair Kuehn called the meeting to order at 4:33PM.
2. **APPROVE/MODIFY AGENDA**  
Motion made by Erik Hoyer and seconded by Kramer Rock to approve the agenda.
3. **Museum Director Report.** Museum Director Lemke reported that the 2020 budget process has begun. She informed the board that she was presenting the request for 2020 temporary exhibits and educational programming to the Neville Public Museum Finance Committee on July 9, 2019. At this time she has little concerns for 2020 and the preliminary reforecast of 2019 was a slight shortfall to the anticipated difference in attendance due to core gallery capital project and exhibit line up. Supervisor Erickson asked about reducing the admission fee during the project. Director Lemke stated that the 2019 revenues factored in a decrease in attendance. She further stated that the Neville Team is concerned about the month of October when the first floor gallery exhibit will be changing. She told the Board that she would report on the discussion and the staff concern to the July Education and Recreation Committee meeting for discussion. Discussion ensued, Director Lemke will share with Education and Recreation.

Director Lemke shared that the Core Gallery Capital Project is on schedule and the demolition phase has begun. She will update the Board as the progress occurs and let them know if there are any concerns or surprises that could affect the collection or the budget.

Museum Director Lemke updated the Board on the successful igNite Market and the Fire Over the Fox 4<sup>th</sup> of July partnerships with On Broadway Inc. She mentioned that Open Streets Green Bay is shutting down Museum Place for their July 13, 2019 event and they are not using the Museum parking lot for activities. Discussion ensued, no action taken.

4. **Such other matters as authorized by law:** Museum Director Lemke asked Collections Manager Louise Pfothenhauer to address the Board about the current structure of the Collections Committee and to share the possibility of adding a community member to diversify the committee. Discussion ensued, Collections Manager Pfothenhauer and Director Lemke will amend the Neville Public Museum Collections Management Policy and present to the Board by the end of 2019 for approval.

The next scheduled meeting of the Neville Public Museum Governing Board will be **August 12, 2019 at 4:30pm**. Discussion ensued, No action taken.

**2019 meetings dates are as follows:** September 9, 2019, October 14, 2019, November 11, 2019, and December 9, 2019

5. Adjournment. Chair Kuehn, called the meeting to an end at 5:06M. Motion made by Kramer Rock and seconded by Paul Ballard to approve. Vote taken. MOTION APPROVED UNANIMOUSLY.